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**SUBSTITUTE HOUSE BILL 3058**

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**State of Washington**

**59th Legislature**

**2006 Regular Session**

**By** House Committee on State Government Operations & Accountability  
(originally sponsored by Representatives Green, Nixon, Haigh, Hunt  
and Lantz; by request of Secretary of State)

READ FIRST TIME 02/02/06.

1 AN ACT Relating to updating public records provisions; amending RCW  
2 36.22.175; adding new sections to chapter 40.14 RCW; creating a new  
3 section; and repealing RCW 40.14.010, 40.14.020, 40.14.022, 40.14.024,  
4 40.14.025, 40.14.027, 40.14.030, 40.14.040, 40.14.050, 40.14.060,  
5 40.14.070, 40.14.080, 40.14.100, 40.14.110, 40.14.120, 40.14.130,  
6 40.14.140, 40.14.150, 40.14.160, 40.14.170, and 40.14.180.

7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

8 **PART I**  
9 **INTENT**

10 NEW SECTION. **Sec. 1.** A new section is added to chapter 40.14 RCW  
11 to read as follows:

12 The division of archives and records management is established in  
13 the office of the secretary of state to ensure the proper management  
14 and safeguarding of public records. All public records remain the  
15 property of the state of Washington. Public records must be delivered  
16 by outgoing officials and employees to their successors and must be  
17 retained, preserved, stored, transferred, destroyed, or disposed of in  
18 accordance with this chapter. The state archivist will administer the

1 division and must have reasonable access to all public records,  
2 wherever kept, for the purposes of information, surveying, or  
3 cataloging.

4 **PART II**  
5 **DEFINITIONS**

6 NEW SECTION. **Sec. 2.** A new section is added to chapter 40.14 RCW  
7 to read as follows:

8 The definitions in this section apply throughout this chapter  
9 unless the context clearly requires otherwise.

10 (1) "General retention schedule" means a records retention schedule  
11 applicable to any state or local agency.

12 (2) "Legislative record" means correspondence, amendments, reports,  
13 and minutes of meetings made by or submitted to legislative committees  
14 or subcommittees and transcripts or other records of hearings or  
15 supplementary written testimony or data thereof filed with committees  
16 or subcommittees in connection with the exercise of legislative or  
17 investigatory functions. "Legislative record" does not include the  
18 records of an official act of the legislature kept by the secretary of  
19 state, bills and their copies, published materials, digests, or  
20 multicopied matter that are routinely retained and otherwise available  
21 at the state library or in a public repository, or reports or  
22 correspondence made or received by or in any way under the personal  
23 control of the individual members of the legislature.

24 (3) "Public record" means any record, original or copy, containing  
25 information relating to the conduct of government or the performance of  
26 any governmental or proprietary function prepared, received, used, or  
27 owned by any state or local agency regardless of physical form or  
28 characteristic. "Public records" includes legislative records.

29 (4) "Records retention schedule" means a legal document approved by  
30 the state or local records committee that specifies required retention  
31 periods for a records series and gives agencies ongoing disposition  
32 authority for the records series after its approved retention period  
33 has been satisfied.

34 (5) "Records series" means a class of public records with a  
35 specific or common function or purpose of state or local agencies as  
36 identified and defined by the state or local records committee.

- 1 (6) "Retention period" means the required amount of time, approved  
2 by the state or local records committee, that a state or local  
3 government agency is required to retain records within a records  
4 series.
- 5 (7) "Unique retention schedule" means a records retention schedule  
6 applicable to a specific state or local agency.

7 **PART III**  
8 **STATE ARCHIVIST--DUTIES**

9 NEW SECTION. **Sec. 3.** A new section is added to chapter 40.14 RCW  
10 to read as follows:

11 The state archivist shall:

- 12 (1) Centralize, administer, and manage the archives of the state of  
13 Washington, make them available for reference and scholarship, and  
14 ensure their proper preservation;
- 15 (2) Inspect, inventory, catalog, and arrange retention and transfer  
16 schedules on public records of all state agencies;
- 17 (3) Ensure the maintenance and security of all state agency public  
18 records and establish safeguards against their unauthorized removal or  
19 destruction;
- 20 (4) Approve of the transfer of local agency records of historical  
21 or legal significance as provided by section 7(4) of this act;
- 22 (5) Establish and operate such state records centers as may from  
23 time to time be authorized by appropriation, for the purpose of  
24 preserving, servicing, screening, and protecting all state agency  
25 public records which must be preserved temporarily or permanently, but  
26 which need not be retained in office space and equipment;
- 27 (6) Gather and disseminate to interested agencies information on  
28 all phases of records management to provide for the efficient and  
29 economical management and preservation of public records;
- 30 (7) Operate at cost an imaging service for state or local agency  
31 records;
- 32 (8) Approve imaging projects of public records undertaken by state  
33 agencies and, upon request, by local agencies, and develop and maintain  
34 standards for this work;
- 35 (9) Maintain facilities necessary to review records approved for

1 destruction and to cost-efficiently dispose of them by sale or burning.  
2 The destruction of public records as authorized by this chapter must be  
3 supervised by the state archivist;

4 (10) Assist and train state and local agencies in the proper  
5 methods of creating, maintaining, cataloging, indexing, transmitting,  
6 storing, and reproducing photographic, optical, electronic, or other  
7 images used as public records;

8 (11) Solicit, accept, and expend donations as provided in RCW  
9 43.07.037 for the purpose of the archive program. These purposes  
10 include, but are not limited to, acquisition, accession,  
11 interpretation, and display of archival materials. Donations that do  
12 not meet the criteria of the archive program may not be accepted;

13 (12) Upon availability of resources, furnish appropriate  
14 information, suggestions, and guidelines to local government agencies  
15 for their assistance in the preparation of records series and retention  
16 schedules or any other matter relating to the retention, preservation,  
17 disposition, or destruction of records under this chapter; and

18 (13) Adopt rules under chapter 34.05 RCW that:

19 (a) Set standards for the durability and permanence of public  
20 records maintained by state and local agencies;

21 (b) Govern procedures for the creation, maintenance, transmission,  
22 cataloging, indexing, storage, or reproduction of photographic,  
23 optical, electronic, or other images of public documents or records in  
24 a manner consistent with current standards, policies, and procedures of  
25 the department of information services for the acquisition of  
26 information technology;

27 (c) Govern the accuracy and durability of, and facilitate access  
28 to, photographic, optical, electronic, or other images used as public  
29 records; or

30 (d) Carry out any other provision of this chapter.

31 **PART IV**

32 **TRANSFER OF RECORDS**

33 NEW SECTION. **Sec. 4.** A new section is added to chapter 40.14 RCW  
34 to read as follows:

35 (1) All state agency public records, not required in the current  
36 operation of the office where they are made or kept, and all records of

1 every agency, commission, committee, or any other activity of state  
2 government which may be abolished or discontinued, shall be transferred  
3 to the state archives so that the valuable historical records of the  
4 state may be centralized, made more widely available, and ensured  
5 permanent preservation. However, this section does not apply to public  
6 records approved for destruction under this chapter.

7 When transferred, copies of the public records concerned shall be  
8 made and certified by the archivist, which certification shall have the  
9 same force and effect as though made by the officer originally in  
10 charge of them. Fees may be charged to cover the cost of reproduction.  
11 In turning over the archives of his or her office, the officer in  
12 charge of those archives, or his or her successor, retains the rights  
13 of access to them, without charge, whenever necessary.

14 (2)(a) Records that are confidential, privileged, or exempt from  
15 public disclosure under state or federal law while in the possession of  
16 the originating agency, commission, board, committee, or other entity  
17 of state or local government retain their confidential, privileged, or  
18 exempt status after transfer to the state archives unless the  
19 archivist, with the concurrence of the originating jurisdiction,  
20 determines that the records must be made accessible to the public  
21 according to proper and reasonable rules adopted by the secretary of  
22 state, in which case the records may be open to inspection and  
23 available for copying after the expiration of seventy-five years from  
24 creation of the record. If the originating jurisdiction is no longer  
25 in existence, the archivist shall make the determination of  
26 availability according to the rules. If, while in the possession of  
27 the originating agency, commission, board, committee, or other entity,  
28 any record is determined to be confidential, privileged, or exempt from  
29 public disclosure under state or federal law for a period of less than  
30 seventy-five years, then the record must be made accessible to the  
31 public upon the expiration of the shorter period of time according to  
32 proper and reasonable rules adopted by the secretary of state.

33 (b) Records of investigative reports prepared by any state, county,  
34 municipal, or other law enforcement agency pertaining to sex offenders  
35 contained in chapter 9A.44 RCW or sexually violent offenses as defined  
36 in RCW 71.09.020 that are not required in the current operation of the  
37 law enforcement agency or for pending judicial proceedings shall,  
38 following the expiration of the applicable schedule of the law

1 enforcement agency's retention of the records, be transferred to the  
2 Washington association of sheriffs and police chiefs for permanent  
3 electronic retention and retrieval. Upon electronic retention of any  
4 document, the association may destroy the paper copy of the document.

5 (c) Any record transferred to the Washington association of  
6 sheriffs and police chiefs under (b) of this subsection is no longer a  
7 public record under RCW 42.17.020 and is exempt from public disclosure.  
8 Such records shall be disseminated only to criminal justice agencies as  
9 defined in RCW 10.97.030 to determine if a sex offender meets the  
10 criteria of a sexually violent predator as defined in chapter 71.09  
11 RCW.

12 **PART V**

13 **STATE RECORDS COMMITTEE**

14 NEW SECTION. **Sec. 5.** A new section is added to chapter 40.14 RCW  
15 to read as follows:

16 (1) The state records committee is created. Membership on the  
17 state records committee consists of the state archivist or his or her  
18 designee, a representative appointed by the state auditor, a  
19 representative appointed by the attorney general, and a representative  
20 appointed by the director of the office of financial management. The  
21 appointing authority for each committee member may appoint an alternate  
22 member to serve in the absence of the primary appointee.

23 (2) The state records committee shall meet at least once every  
24 quarter or more often as business dictates. Action by the committee  
25 shall be by majority vote and records shall be kept of all committee  
26 business. The state records committee may adopt appropriate policies  
27 and procedures to be followed in implementing its authority under this  
28 chapter.

29 (3) The state records committee must approve, modify, or disapprove  
30 records retention schedules for state agency public records and must  
31 act upon requests to dispose of or to destroy such records. However,  
32 any modification of a request or recommendation must be approved by the  
33 head of the agency originating the request or recommendation.

34 (4) The state records committee shall establish general retention  
35 schedules for state agency records when practical. Upon a  
36 determination of the state records committee, unique retention

1 schedules may be approved for a state agency. The committee's  
2 determination shall include consideration of factors justifying the use  
3 of a unique retention schedule in lieu of, or the absence of, a general  
4 retention schedule.

5 (5) Except as otherwise provided by law, no public records of a  
6 state agency shall be disposed of or destroyed until approved for  
7 disposition or destruction by the state records committee. State  
8 agencies may apply for authority to dispose of or destroy public  
9 records having no further administrative or legal value by submitting  
10 retention schedules for approval to the state records committee.  
11 Submittals shall be made to the state records committee through the  
12 division of archives and records management on forms approved by the  
13 state records committee. The division shall facilitate the state  
14 agency's submittal to the state records committee and provide  
15 administrative support as needed.

16 **PART VI**

17 **STATE RECORDS OFFICERS**

18 NEW SECTION. **Sec. 6.** A new section is added to chapter 40.14 RCW  
19 to read as follows:

20 Each department or other agency of the state government shall  
21 designate a records officer to supervise its records management and  
22 retention program under this chapter and to represent the office in all  
23 contacts with the state records committee and the division of archives  
24 and records management. The records officer shall:

25 (1) Coordinate all aspects of the records management and retention  
26 program;

27 (2) Inventory, or manage the inventory, of all public records at  
28 least once during a biennium for disposition scheduling and transfer  
29 action, in accordance with procedures prescribed by the state archivist  
30 and state records committee. However, essential records shall be  
31 inventoried and processed in accordance with chapter 40.10 RCW at least  
32 annually;

33 (3) Consult with any other personnel responsible for maintenance of  
34 specific records within the officer's state organization regarding  
35 records retention and transfer recommendations;

1 (4) Analyze records inventory data, examine and compare divisional  
2 or unit inventories for duplication of records, and recommend to the  
3 state archivist and state records committee minimal retentions for all  
4 copies commensurate with legal, financial, and administrative needs;

5 (5) Approve all records inventory and destruction requests which  
6 are submitted to the state records committee;

7 (6) Review established records retention schedules at least  
8 annually to ensure that they are complete and current;

9 (7) Exercise internal control over the acquisition of imaging and  
10 records storage equipment.

11 If a particular agency or department does not wish to transfer  
12 records at a time previously scheduled therefor, the records officer  
13 shall, within thirty days, notify the archivist and request a change in  
14 such previously set schedule, including the officer's reasons therefor.

15 **PART VII**

16 **LOCAL RECORDS COMMITTEE**

17 NEW SECTION. **Sec. 7.** A new section is added to chapter 40.14 RCW  
18 to read as follows:

19 (1)(a) The local records committee is created. Membership on the  
20 committee consists of the state archivist or his or her designee, a  
21 representative appointed by the state auditor, and a representative  
22 appointed by the attorney general. The appointing authority for each  
23 committee member may appoint an alternate member to serve in the  
24 absence of the primary appointee. The committee shall meet at least  
25 once every quarter or more often as business dictates. Records shall  
26 be kept of all committee business.

27 (b) Approval, amendment, or veto of any retention schedule shall be  
28 by unanimous vote of the local records committee. Upon such approval,  
29 the retention schedule shall constitute authority for the local agency  
30 to dispose of or destroy the records listed thereon consistent with the  
31 conditions of the retention schedule.

32 (c) The local records committee may adopt appropriate policies and  
33 procedures to be followed in implementing its authority under this  
34 chapter.

35 (2) No local agency public records shall be disposed of or

1 destroyed until the expiration of applicable retention periods on  
2 records retention schedules approved by the local records committee.

3 (3)(a) The local records committee shall establish general  
4 retention schedules for local agency records when practical. Upon a  
5 determination of the local records committee, unique retention  
6 schedules may be approved for a local agency. The committee's  
7 determination shall include consideration of factors justifying the use  
8 of a unique retention schedule in lieu of, or the absence of, a general  
9 retention schedule.

10 (b) Local government agencies may apply for authority to dispose of  
11 or destroy public records having no further administrative or legal  
12 value by submitting retention schedules for approval to the local  
13 records committee. Submittals shall be made to the local records  
14 committee through the division of archives and records management on  
15 forms approved by the local records committee. The division shall  
16 facilitate the local agency's submittal to the local records committee  
17 and provide administrative support as needed.

18 (c) Except as otherwise provided by law, local agencies may, as an  
19 alternative to destroying public records having no further  
20 administrative or legal value, donate the public records to the state  
21 library, local library, historical society, genealogical society, or  
22 similar society or organization. Public records may not be donated  
23 under this subsection unless:

- 24 (i) The records are seventy years old or older;
- 25 (ii) The local records committee has approved the destruction of  
26 the public records; and
- 27 (iii) The state archivist has determined that the public records  
28 have no historic or legal significance.

29 (4) Records of local agencies, designated by the archivist as  
30 having historical or legal significance, may be transferred to a  
31 repository approved by the archivist.

32 **PART VIII**  
33 **RETENTION REQUIREMENTS**

34 NEW SECTION. **Sec. 8.** A new section is added to chapter 40.14 RCW  
35 to read as follows:

36 Public records shall not be disposed of or destroyed until the

1 expiration of applicable retention periods on records retention  
2 schedules approved by the state or local records committee. Unless  
3 otherwise provided by state or federal law, rule, or regulation,  
4 retention periods approved for records series that serve as primary  
5 documentation of official actions, transactions, contracts, or  
6 agreements must be at least six years. The state or local records  
7 committee may approve retention periods of less than six years for  
8 records series that:

9 (1) The department of origin of the records has made a satisfactory  
10 showing to the state or local records committee that the retention of  
11 the records for a minimum of six years is unnecessary and that such  
12 records serve only an administrative value; or

13 (2) The originals of the official public records less than six  
14 years old have been copied or reproduced by any photographic or other  
15 process approved by the state archivist which accurately reproduces or  
16 forms a durable medium for so reproducing the original.

17 **PART IX**  
18 **LEGISLATIVE RECORDS**

19 NEW SECTION. **Sec. 9.** A new section is added to chapter 40.14 RCW  
20 to read as follows:

21 Nothing in this chapter prohibits a legislator or legislative  
22 employee from contributing his or her personal papers to any private  
23 library, public library, or the state archives. The state archivist is  
24 authorized to receive papers of legislators and legislative employees  
25 and is directed to encourage the donation of such personal papers to  
26 the state. The state archivist is authorized to establish such  
27 guidelines and procedures for the collection of personal papers and  
28 correspondence relating to the legislature as the archivist sees fit.  
29 Legislators and legislative employees are encouraged to contribute  
30 their personal papers to the state for preservation.

31 NEW SECTION. **Sec. 10.** A new section is added to chapter 40.14 RCW  
32 to read as follows:

33 The legislative committee chair, subcommittee chair, committee  
34 member, or employed personnel of the state legislature having  
35 possession of legislative records that are not required for the regular

1 performance of official duties shall, within ten days after the  
2 adjournment sine die of a regular or special session, deliver all such  
3 legislative records to the chief clerk of the house of representatives  
4 or the secretary of the senate.

5 The chief clerk of the house of representatives and the secretary  
6 of the senate are charged to include requirements and responsibilities  
7 for keeping committee minutes and records as part of their instructions  
8 to committee chairs and employees.

9 The chief clerk or the secretary, with the assistance of the state  
10 archivist, shall classify and arrange the legislative records delivered  
11 to the chief clerk or secretary in a manner that he or she considers  
12 best suited to carry out the efficient and economical utilization,  
13 maintenance, preservation, and disposition of the records. The chief  
14 clerk or the secretary may deliver to the state archivist all  
15 legislative records in his or her possession when such records have  
16 been classified and arranged and are no longer needed by either house.  
17 The state archivist shall thereafter be custodian of the records so  
18 delivered, but shall deliver such records back to either the chief  
19 clerk or secretary upon his or her request.

20 The chair, member, or employee of a legislative interim committee  
21 responsible for maintaining the legislative records of that committee  
22 shall, on a scheduled basis agreed upon by the chair, member, or  
23 employee of the legislative interim committee, deliver to the chief  
24 clerk or secretary all legislative records in his or her possession, as  
25 long as such records are not required for the regular performance of  
26 official duties. He or she shall also deliver to the chief clerk or  
27 secretary all records of an interim committee within ten days after the  
28 committee ceases to function.

29 NEW SECTION. **Sec. 11.** A new section is added to chapter 40.14 RCW  
30 to read as follows:

31 It shall be the duty of the chief clerk of the house of  
32 representatives and the secretary of the senate to advise the party  
33 caucuses in each house concerning the necessity to keep public records.  
34 The state archivist or his or her representative shall work with the  
35 chief clerk and secretary to provide information and instructions on  
36 the best method for keeping legislative records.



1        NEW SECTION.    **Sec. 16.**    A new section is added to chapter 40.14 RCW  
2 to read as follows:

3        (1) There is created the archives and records management account in  
4 the state treasury which shall consist of all fees and charges  
5 collected under this section.    The account shall be appropriated  
6 exclusively for the payment of costs and expenses incurred in the  
7 operation of the division of archives and records management as  
8 specified by law.

9        (2) The secretary of state and the director of financial management  
10 shall jointly establish a procedure and formula for allocating the  
11 costs of services provided by the division of archives and records  
12 management to state agencies.    The total amount allotted for services  
13 to state agencies shall not exceed the appropriation to the archives  
14 and records management account during any allotment period.

15        NEW SECTION.    **Sec. 17.**    A new section is added to chapter 40.14 RCW  
16 to read as follows:

17        The local government archives account is created in the state  
18 treasury.    All receipts collected by the county auditors under section  
19 18 of this act and RCW 36.22.175 for local government services, such as  
20 providing records scheduling, security microfilm inspection and  
21 storage, archival preservation, cataloging, and indexing for local  
22 government records and digital data and access to those records and  
23 data through the regional branch archives of the division of archives  
24 and records management, must be deposited into the account, and  
25 expenditures from the account may be used only for these purposes.

26        NEW SECTION.    **Sec. 18.**    A new section is added to chapter 40.14 RCW  
27 to read as follows:

28        State agencies shall collect a surcharge of twenty dollars from the  
29 judgment debtor upon the satisfaction of a warrant filed in superior  
30 court for unpaid taxes or liabilities.    The surcharge is imposed on the  
31 judgment debtor in the form of a penalty in addition to the filing fee  
32 provided in RCW 36.18.012(10).    The surcharge revenue shall be  
33 transmitted to the state treasurer for deposit in the local government  
34 archives account under section 17 of this act.

35        Surcharge revenue shall be expended by the secretary of state  
36 exclusively for disaster recovery, essential records protection

1 services, and records management training for local government agencies  
2 by the division of archives and records management. The secretary of  
3 state shall, with local government representatives, establish a  
4 committee to advise the state archivist on the local government  
5 archives and records management program.

6 NEW SECTION. **Sec. 19.** A new section is added to chapter 40.14 RCW  
7 to read as follows:

8 The imaging account is created in the custody of the state  
9 treasurer. All receipts collected for contract imaging, micrographics,  
10 reproduction, and duplication services provided by the division of  
11 archives and records management must be deposited into the account, and  
12 expenditures from the account may be used only for these purposes.  
13 Only the secretary of state or the secretary's designee may authorize  
14 expenditures from the account. The account is subject to allotment  
15 procedures under chapter 43.88 RCW, but an appropriation is not  
16 required for expenditures.

17 **Sec. 20.** RCW 36.22.175 and 2003 c 163 s 5 are each amended to read  
18 as follows:

19 (1) In addition to any other charge authorized by law, the county  
20 auditor shall charge a surcharge of one dollar per instrument for each  
21 document recorded. Revenue generated through this surcharge shall be  
22 transmitted monthly to the state treasurer for deposit in the local  
23 government archives account under ((~~RCW 40.14.024~~)) section 17 of this  
24 act. These funds shall be used solely for providing records  
25 scheduling, security microfilm inspection and storage, archival  
26 preservation, cataloging, and indexing for local government records and  
27 digital data and access to those records and data through the regional  
28 branch archives of the division of archives and records management.

29 The division of archives and records management within the office  
30 of the secretary of state shall provide records management training for  
31 local governments and shall establish a competitive grant program to  
32 solicit and prioritize project proposals from local governments for  
33 potential funding to be paid for by funds from the auditor surcharge  
34 and tax warrant surcharge revenues. Application for specific projects  
35 may be made by local government agencies only. The state archivist in  
36 consultation with the advisory committee established under ((RCW

1 ~~40.14.027~~) section 18 of this act shall adopt rules governing project  
2 eligibility, evaluation, awarding of grants, and other criteria  
3 including requirements for records management training for grant  
4 recipients.

5 (2) The advisory committee established under (~~RCW 40.14.027~~)  
6 section 18 of this act shall review grant proposals and establish a  
7 prioritized list of projects to be considered for funding by January  
8 1st of each even-numbered year, beginning in 2002. The evaluation of  
9 proposals and development of the prioritized list must be developed  
10 through open public meetings. Funding for projects shall be granted  
11 according to the ranking of each application on the prioritized list  
12 and projects will be funded only to the extent that funds are  
13 available. A grant award may have an effective date other than the  
14 date the project is placed on the prioritized list.

15 (3) In addition to any other surcharge authorized by law, the  
16 county auditor shall charge a surcharge of one dollar per instrument  
17 for every document recorded after January 1, 2002. Revenue generated  
18 through this surcharge shall be transmitted to the state treasurer  
19 monthly for deposit in the local government archives account under  
20 (~~RCW 40.14.024~~) section 17 of this act to be used exclusively for the  
21 construction and improvement of a specialized regional facility located  
22 in eastern Washington designed to serve the archives, records  
23 management, and digital data management needs of local government.

24 To the extent the facilities are used for the storage and retrieval  
25 of state agency records and digital data, that portion of the  
26 construction of such facilities used for state government records and  
27 data shall be supported by other charges and fees paid by state  
28 agencies and shall not be supported by the surcharge authorized in this  
29 subsection.

30 At such time that all debt service from construction on such  
31 facility has been paid, fifty percent of the surcharge authorized by  
32 this subsection shall be reverted to the centennial document  
33 preservation and modernization account as prescribed in RCW 36.22.170  
34 and fifty percent of the surcharge authorized by this section shall be  
35 reverted to the state treasurer for deposit in the archives and records  
36 management account to serve the archives, records management, and  
37 digital data management needs of local government.



1 records or office files and memoranda--Record retention schedules) and  
2 1999 c 326 s 1, 1982 c 36 s 5, 1979 c 151 s 52, 1973 c 54 s 4, & 1957  
3 c 246 s 6;

4 (11) RCW 40.14.070 (Destruction, disposition, donation of local  
5 government records--Preservation for historical interest--Local records  
6 committee, duties--Record retention schedules--Sealed records) and 2005  
7 c 227 s 1, 2003 c 240 s 1, 1999 c 326 s 2, 1995 c 301 s 71, 1982 c 36  
8 s 6, 1973 c 54 s 5, 1971 ex.s. c 10 s 1, & 1957 c 246 s 7;

9 (12) RCW 40.14.080 (Chapter not to affect other laws) and 1983 c 3  
10 s 84 & 1957 c 246 s 8;

11 (13) RCW 40.14.100 (Legislative records--Defined) and 1971 ex.s. c  
12 102 s 2;

13 (14) RCW 40.14.110 (Legislative records--Contribution of papers by  
14 legislators and employees) and 1971 ex.s. c 102 s 3;

15 (15) RCW 40.14.120 (Legislative records--"Clerk," "secretary"  
16 defined) and 1971 ex.s. c 102 s 4;

17 (16) RCW 40.14.130 (Legislative records--Duties of legislative  
18 officials, employees and state archivist--Delivery of records--  
19 Custody--Availability) and 1971 ex.s. c 102 s 5;

20 (17) RCW 40.14.140 (Legislative records--Party caucuses to be  
21 advised--Information and instructions) and 1971 ex.s. c 102 s 6;

22 (18) RCW 40.14.150 (Legislative records--Use for research) and 1971  
23 ex.s. c 102 s 7;

24 (19) RCW 40.14.160 (Legislative records--Rules for access to  
25 records) and 1971 ex.s. c 102 s 8;

26 (20) RCW 40.14.170 (Legislative records--Sound recordings) and 1971  
27 ex.s. c 102 s 9; and

28 (21) RCW 40.14.180 (Legislative records--Construction--  
29 Confidentiality of bill drafting records) and 1983 c 3 s 85 & 1971  
30 ex.s. c 102 s 10.

31 NEW SECTION. **Sec. 23.** Part headings used in this act are not any  
32 part of the law.

--- END ---